

DD/A Registry
86-1581

15 September 1986

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Information Services
Director of Information Technology
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training and Education

25X1 FROM:

DA/Vice Chairperson - 1987 Combined Federal Campaign

SUBJECT: Nominations for Office Senior Coordinator and Key Workers

1. The Directorate of Administration (DA) has been requested to identify an "Office Senior Coordinator" and "Key Workers" for the 1986-1987 Combined Federal Campaign (CFC). The Office Senior Coordinator is to act as your Office's focal point officer for CFC activity. The key worker's should be responsible for no more than 20 employees in order to keep their work at a manageable level.

25X1 2. Your list of nominees should be forwarded to: DDA/MS, 7D18 Hqs, Attn: [] by COB 22 September. I will notify your office Senior Coordinator of specific details and activities as they become available. Thank you for your support of this important Agency activity.

25X1 ORIG: DDA/MS []

25X1 Distribution:

Original 1 - Addressee
1 - DDA Subject
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